

UNAPPROVED MEETING MINUTES
Langford Board of Trustees
Tuesday, May 13, 2025 | 5:00PM (CST)

The Langford Board of Trustees met in regular session on Tuesday, May 13, 2025, at the Langford Community Center. Board President Orrie Jesz called the meeting to order at 5:01PM (CST) with the following in attendance: Trustees Chad Hardy and Matt Fries, Finance Officer Kaitlin Stiegelmeier, Utility Manager Sean Kramer, and Assistant Utility Manager Mitchell Wieser.

PUBLIC COMMENT – No public comment.

APPOINTMENT OF NEW OFFICIALS

Fries motioned (2025-049) to administer an Oath of Office and appoint Chad Hardy as a Trustee for a three-year term, set to expire in April 2028; seconded by Jesz; motion carried.

Fries motioned (2025-050) to administer an Oath of Office and appoint Orrie Jesz as Board President for a one-year term, set to expire in May 2026; seconded by Hardy; motion carried.

FINANCE OFFICE REPORT

Hardy motioned (2025-051) to approve financial report; seconded by Fries; motion carried.

Hardy motioned (2025-052) to approve prior month meeting minutes; seconded by Fries; motion carried.

Hardy motioned (2025-053) to approve expenditures; seconded by Fries; motion carried. *[See attachment: Exhibit A | Expenditure Summary.]*

MAINTENANCE REPORT

Kramer provided an update from the Maintenance Department, which consisted of a suggestion to replace the wooden garage doors within the next year, stated a blade has been rented from Greg Johnson, and the chip-seal project is expected to begin at the end of July or beginning of August.

Hardy motioned (2025-054) to approve the purchase of one (1) pallet of Perma-Patch, not to exceed \$1,500.00; seconded by Fries; motion carried.

Hardy motioned (2025-055) to approve purchasing material & supplies to repair a section of sidewalk on Main Street; seconded by Fries; motion carried.

Fries motioned (2025-056) to approve transitioning overhead electrical lines to underground lines with utility accounts #207.00 and #209.00; the Town will cost-share the expenses as follows: Town will pay for the conduit in full and split the cost of the wire, then the property owner will pay the remaining expenses.; seconded by Hardy; motion carried.

Hardy motioned (2025-057) to approve hiring Luke Keller of Glacial Lakes Excavating, LLC, to add a valve in the water main system; seconded by Fries; motion carried.

NEW BUSINESS

Hardy motioned (2025-058) to approve building permits for Matthew Fries, Richard Rauch III, and Kent Erickson; seconded by Jesz; motion carried.

Jesz motioned (2025-059) to approve a monetary donation to Glacial Lakes Area Development (GLAD) in the amount of \$1,600.00; seconded by Fries; motion carried.

Hardy motioned (2025-060) to approve the purchase of one (1) baby changing table for the Langford Community Center; seconded by Fries; motion carried.

Hardy motioned (2025-061) to approve publishing a Notice for Bids for the hay land located near the Town's lagoon; seconded by Fries; motion carried.

Hardy motioned (2025-062) to approve publishing a Notice for Bids for an 18-month sanitation contract; seconded by Fries; motion carried.

Hardy motioned (2025-063) to approve the first reading of Ordinance #2025-01 - Supplemental Appropriations; seconded by Fries; motion carried.

The Board also discussed sponsoring an event for this year's Summer Fest event, such as inflatables, magic show, etc. Further discussion on this matter will resume at June's Board Meeting.

CORRESPONDENCE – Stiegelmeier shared multiple correspondence received via USPS mail.

EXECUTIVE SESSION – No executive session.

There being no further business, Jesz motioned (2025-064) to adjourn the meeting at 7:39PM; seconded by Hardy; motion carried.

The next regular session of the Langford Board of Trustees is scheduled for Tuesday, June 10, 2025, at 5:00PM in the Langford Community Center.

ATTEST: Orrie Jesz, Board President, and
 Kaitlin Stiegelmeier, Finance Officer

Published once at an approximate cost of \$ TBD.

Exhibit A | Expenditure Summary.

Expenditures – April Payroll:

President & Board	\$369.39
Finance Officer	\$764.03
Streets	\$1,496.66
Sanitation	\$755.35
Library	\$200.00
Water	\$2,000.25
Electric	\$2,261.80
Sewer	\$2,000.16

Expenditures – Paid in Vacation:

CDJ Electric	\$367.35
Marco Technologies	\$132.86
Glacial Lakes Area Development	\$1,600.00
Quality Quick Print	\$36.75
USPS	\$2.55
Venture Communications	\$328.46
Venture Communications	\$137.45

Expenditures – May:

Agtegra Cooperative	\$386.00	Inv #681106606
BDM Rural Water System, Inc.	\$2,123.55	Water Purchased
Elan Financial Services – Credit Card	\$654.50	Monthly Statement: 5/2/2025
County Line Seed, Inc.	\$63.98	Inv #5283
Dakota Waste Solutions, LLC	\$4,458.33	Inv #136632
DaMar Farmer's Elevator	\$401.09	Monthly Statement: 4/30/2025
Hansmeier & Son, Inc.	\$162.50	Lawn Mix
Hawkins, Inc.	\$105.63	Inv #6910245
Heartland	\$8,645.72	Power Purchased
Innovative Office Solutions	\$549.13	Inv #202127-1
Jet Line Sales & Service, LLC	\$390.06	Inv #755
JGE, Inc.	\$314.06	Inv #62049
Langford Lumber Company, Inc.	\$3,636.07	Monthly Statement
Mac's Hardware	\$34.52	Inv #301285/5
Marshall Co. Journal	\$144.41	Monthly Statement: 5/1/2025
MN Municipal Utilities Assoc. (MMUA)	\$3,987.50	Inv #65542
OnTheClock.com, LLC	\$25.00	Employee Timecards
Resco	\$24.63	Inv #3069170
Resco	\$342.82	Inv #3069644
SD Dept. of Labor & Regulation	\$25.00	Reemployment Division
South Dakota Municipal League	\$40.00	Inv #732665697
Share Corporation	\$107.17	Inv #299615
Terex USA, LLC	\$1,092.03	Inv #7532822
Titan Machinery, Inc.	\$262.59	Inv #P20672980-1
Town of Langford	\$18,090.00	Inv #25-022
Town of Langford	\$2,102.31	Utilities
Rural Development of S.D.	\$2,776.00	Sewer Loan
United States Postal Service	\$185.00	Postage
Van Diest Supply Company	\$56.50	Inv #214976
WAPA	\$4,974.25	Inv #BFPB001270425
Corporate Trust, TFM	\$3,276.08	Water Loan #1
Corporate Trust, TFM	\$679.90	Water Loan #2
Webster Scale, Inc.	\$3,163.75	Inv #18503